

# **EMERGENCY SUPPORT FUNCTION #13**

## **PUBLIC SAFETY, LAW ENFORCEMENT AND SECURITY**

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**ESF COORDINATOR:**      **Police Chief**

**LEAD AGENCY:**         **Police Department**

**SUPPORT AGENCIES:**   **Snoqualmie Fire Department**

### **I. INTRODUCTION**

#### **A. Purpose**

This document has been developed to coordinate public safety and security capabilities and resources to support the full range of incident management activities associated with a potential or actual natural or man-made disaster.

#### **B. Scope**

This ESF addresses the coordination and provision of law enforcement and public safety related activities during a disaster or emergency. Those activities may include, but are not limited to, the following:

1. Warning and evacuation
2. Damage assessment
3. Crime scene control
4. Search and rescue
5. Emergency Operations Center (EOC) representation and coordination
6. Emergency transportation
7. Emergency communications
8. Control of disaster site access
9. Looting control
10. Crowd control
11. Emergency traffic control
12. Threat mitigation
13. Investigation
14. Intelligence
15. Security

ESF #13 activities should not be confused with the activities described in the Terrorism Annex section of this City of Snoqualmie's (City) Emergency Operation Plan. Terrorism specific activities will be addressed in that Annex.

This annex applies to all members of the Snoqualmie Police Department, sworn and civilian.

**C. Situation**

1. A public emergency or other significant event may be of such severity and magnitude as to require City response and recovery assistance to field efforts to save lives and protect property.
2. Weather conditions such as temperature extremes, snow, rain, and high winds may pose additional hazards for first responders.
3. Terrorist activity, including the threat of terrorist activity, may hamper the ability for personnel to respond quickly.

**D. Assumptions**

1. The resources routinely available within the affected emergency area may be inadequate to conduct comprehensive response
2. Police 800-MHz radio communication may be compromised, either totally or in part.
3. Access may be hampered by bridge failures, traffic, landslides, damaged road systems, air traffic restrictions, etc., making conventional travel to the incident location extremely difficult or impossible.
4. Calls for service may overwhelm the primary 911 Center(s)
5. Accidents and natural events evolve in a generally predictable pattern whereas the effects of deliberate criminal acts are more difficult to predict and may include steps to hinder the response.
6. Due to an already overwhelmed road network, during a disaster or major incident supplies and mutual aid may have difficulty reaching the scene and patients and evacuees may have difficulty moving to hospitals or shelters.

## **E. Policies**

1. All activities within ESF #13 – Public Safety, Law Enforcement, and Security will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).
2. As a signatory of the King County Regional Disaster Plan and through local mutual aid agreements, the City will make resources available to other jurisdictions through the Z1 EC and KC ECC, whenever possible.
3. Local authorities have primary responsibility for public safety and security within the City, and are typically the first line of response and support in these activities.
4. The City's Police Department (PD) will coordinate activities within ESF #13. It is anticipated that the City will retain primary authority and responsibility for law enforcement activities, utilizing the ICS for all response and recovery activities.
5. Law enforcement units supplied by other levels of government will remain under the command of that agency but will operate under the direction and control of the PD while operating within the City.

## **II. Concept of Operations**

### **A. General**

1. The City's PD is the lead agency for the coordination of public safety, law enforcement, and security activities within the City.
2. The ICS will be used by PD for all field operations. The Incident Commander (IC) will report information and requests to the EOC Manager.
3. At least one incident command post will be established for the coordination of field operations. The unified command structure will be used when multiple departments/agencies are responding to an event.
4. In addition to maintaining 24-hour operational capabilities, the PD has two-way radio communications on the 800 MHz system and cellular telephones. Each officer has a hand held radio and a mobile radio. In addition, the Police Department has a VHF radio. (See ESF #2 Communications, Information Systems, and Warnings).
5. PD units, with the use of their sirens and public address systems, will be used to disseminate warning and emergency information.

7. The Police Chief or designee may designate a communications officer to operate backup communications equipment from the EOC when requested by the EOC manager or anytime it is necessary to supplement regular communications capabilities to provide for the coordination and/or allocation of city resources.
8. Department personnel shall operate according to specific directives, department standard operating procedures (SOPs) and by exercising reasonable personal judgment when unusual or unanticipated situations arise and command guidance is not available.
9. The alert system utilized to mobilize PD personnel shall be the call out system established with critical incident standard operating procedures. As communication systems may fail in a major event, Police staff should report to work as soon as possible following obvious major disasters regardless of whether they have been notified.
10. Mutual aid agreements exist with all Washington law enforcement agencies. Letters of mutual support exist with various law enforcement agencies. Supplemental law enforcement assistance should be requested through the EOC when activated.
11. Communications will be through established channels. (See ESF #2 – Communications, Information System, and Warning)
12. When an event requires a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills relevant to the type of event. The individual will advise and/or direct operations within the context of the Incident Command System structure.
13. Throughout the response and recovery periods, The Police Chief, or delegate, will evaluate and analyze information regarding law enforcement and security requests for response; develop and update assessments of the security situation and status in the impact area; and implement contingency planning to meet anticipated demands or needs.

14. The Police Captain, or delegate, will be responsible for evaluating and notify command personnel of any threats. The Police Department will coordinate the response to threats. The Chief of Police will determine which department (s) will be notified. Notification may be limited to protect the investigation. For specific threats, the EOC may be activated and an Incident Action Plan written. Potential strategies for addressing a threat include, but are not limited to:
  - Increasing security at likely targets;
  - Conducting an investigation;
  - Increasing intelligence collection, analysis and dissemination;
  - Staging key resources;
  - Activating command centers;
  - Close coordination with other response partners;
  - Dispersal of key resources;
  - Closure or limitation of access to certain critical infrastructure; Modification of the transportation network security measures;
  - Closure of schools and/or other public buildings;
  - Cancellation of public events;
  - Activation of mutual aid;
  - Requests for state or federal resources;
  - Public information.

## **B. Organization**

1. The Police Chief or successor will designate an EOC representative to coordinate field operations and resources from the EOC when it is activated.
2. The Police Department will follow all departmental policies and procedures relating to chain of command and on-scene management and will utilize the ICS.
3. A unified command structure will normally be established when law enforcement agencies from outside the City are assisting with operational activities within the City.
4. In the event military support is utilized within the City, the Police Chief or designee will coordinate activities with the military commander.
5. Communications between the EOC and the IC will be through established channels.

**C. Actions**

**1. Recovery**

- a. Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency,
- b. Maintain a list of Police Department assets that can be deployed during an emergency; refer to the NIMS Resource Typing in organizing these resources, if applicable,
- c. Assign and schedule sufficient personnel to implement identified tasks for an extended period of time,
- d. Ensure lead agency personnel are trained in their responsibilities and duties,
- e. Develop and implement emergency response strategies relating to Public Safety, Law Enforcement and Security.
- f. Maintain liaison with support agencies,
- g. Conduct All Hazards exercises involving public safety, law enforcement and security.

**2. Response**

- a. Coordinate operations in the Snoqualmie EOC and/or at other locations as required,
- b. Develop, prioritize and implement strategies for the initial response to EOC requests.
- c. Establish communications with appropriate field personnel to ensure readiness for timely response,
- d. Participate in EOC briefings, development of Incident Action Plans and Situation Reports, and meetings,
- e. Coordinate with support agencies, as needed, to support emergency activities,
- f. Obtain other resources through the Law Enforcement State Wide Mobilization and Mutual Aid Plan, Statewide Emergency Management Mutual Aid and Assistance Agreement and/or the Regional Mutual Aid Agreements,
- g. Coordinate with other jurisdictions to obtain resources and facilitate an effective emergency response among all participating agencies,

- h.** Monitor and direct response activities to include prepositioning for response/relocation due to the potential impacts of the emergency situation.
  - i.** Coordinate with the Logistic Section of the EOC to serve as an informational group on the availability and coordination of resources from volunteers and donations.
  - j.** Pre-position response resources when it is apparent that resources may be necessary.
  - k.** Upon arriving at the incident scene, the Incident Commander may do the following:
    - The response to a major incident or disaster will build on the initial response listed above in normal operations.
    - Law enforcement will secure the incident scene.
    - Establish ingress and egress routes for responders.
    - Operate a credentialing system.
    - Protect critical infrastructure.
    - Evacuate involved areas.
    - Conduct an investigation.
    - Provide bomb sweeps and render safe procedures.
    - Coordinate public information.
    - Provide traffic control.
- 2. Recovery**  
Recovery efforts for this ESF are covered in PD SOP's.
- 4. Mitigation**  
Mitigation efforts for this ESF are covered in the City of Snoqualmie Hazard Mitigation Plan.

### **III. Responsibilities**

#### **A. Lead Agency**

##### **1. Police Department**

- a.** Provide support to the Emergency Operation Coordinator in the dissemination of emergency warning information to the public and in the operation of the EOC. (See ESF #2)
- b.** Provide command and control for field operations through established command posts as appropriate.

- c. Provide law enforcement activities within the City that includes the enforcement of any special emergency orders issued.
- d. Provide security and perimeter control at incident scenes and the EOC during activation when appropriate.
- e. Provide emergency traffic control.
- f. Assist and support Public Works Department in determining satisfactory evacuation routes. (See ESF #16 Evacuation)
- g. Provide direction and control for evacuation efforts as appropriate. (See ESF #16 - Evacuation)
- h. Assist the Fire Department in locating and setting up possible temporary morgue sites and provide site security. (See ESF #8 Medical, Health, and Mortuary Services)
- i. Conduct windshield surveys and initial City-wide damage assessments in coordination with the Snoqualmie Fire Department and the City's Customer Response Team as appropriate.
- j. Document costs and activities.
- k. Develop emergency and evacuation plans for facilities under department management.
- l. Provide for the identification and preservation of essential department records.
- m. Develop and maintain resource lists for equipment, personnel and supply sources.
- n. Develop and maintain departmental plans and standard operating procedures for emergency operations.
- o. Coordinate with the Snoqualmie Emergency Management Department to develop and maintain a public warning system for the City. (See ESF #2 Communications, Information Systems, and Warning)

## **B. Support Agencies**

### **1. Emergency Operations Center**

- a. Activate, when necessary, to provide for coordination of resources with all agencies involved.



- b. Coordinate information between various departments within the City to ensure efficient and accurate communication.
- c. Submit and coordinate requests for additional resources to the Zone 1 Emergency Coordinator (Z1 EC), King County Emergency Coordination Center (KC ECC), or Washington Emergency Management Division (WA EMD).

**2. Fire Department**

- a. The Snoqualmie Fire Department (FD) will assist and support the PD as needed with activities within this ESF.

**3. 911 Center(s)**

- a. Issaquah Police Department 911 Center (PSAP) will provide for the continuation of day to day emergency communication, whenever possible. They have back-up contingencies in place if their 911 lines are not operational.

**4. Zone 1 Emergency Coordinator**

- a. Communicate and coordinate with jurisdictions within Zone 1 and KC ECC.
- b. Submit and coordinate requests for assistance from Zone 1 jurisdictions with KC ECC to ensure proper distribution of resources.

**5. King County Emergency Coordination Center**

- a. Communicate with Zone 1, 3, and 5 ECCs and cities, WA EMD and all related agencies regarding law enforcement activities.
- b. Coordinate requests for resources with the above entities and facilitate the equitable distribution of available resources.

**6. Washington Emergency Management Division**

- a. Provide coordination of State resources to provide support, as appropriate, when all local, regional and county resources have been expended.

- b. Facilitate the requisition of resources from other states through the Emergency Management Assistance Compact (EMAC).
- c. Request and coordinate Federal resources through the Federal Emergency Management Agency (FEMA).

**7. Washington State Patrol**

- a. Assist the PD in law enforcement operations, when requested and as available.
- b. Coordinate and maintain liaison with the appropriate state departments, as identified in the Washington State Comprehensive Emergency Management Plan.
- c. Provide warning and communications support.

**IV. APPENDICES**

- A. Police Department Disaster Incident Checklist
- B. Fire and Law Enforcement Warning/Evacuation Instructions

**V. REFERENCES**

- A. Mutual Aid Act (Washington Laws of 1985, Chapter 89, Section 7 [1])
- B. Washington State Comprehensive Emergency Management Plan
- C. King County Zone 1 Regional Disaster Plan
- D. National Response Framework

## APPENDIX A

### POLICE DEPARTMENT DISASTER INCIDENT CHECKLIST

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- \_\_\_\_\_ 1. Notify key staff: The decision to notify remaining staff of possible activities will be made on the basis of information received from the EOC and based on visual observations of the conditions that pose a threat to lives and/or property of citizens.
- \_\_\_\_\_ 2. Activate emergency operating procedures.
- \_\_\_\_\_ 3. Activate public warning and evacuation procedures, as necessary.
- \_\_\_\_\_ 4. Support emergency operations as defined in agency emergency operating procedures or as requested by the EOC or the King County EOC.
- \_\_\_\_\_ 5. Provide windshield survey and initial citywide damage assessment as appropriate.
- \_\_\_\_\_ 6. Assist and support Public Works in determining satisfactory evacuation routes.
- \_\_\_\_\_ 7. Provide direction and control for evacuation efforts as appropriate.
- \_\_\_\_\_ 8. Establish an Incident Command Post as needed.
- \_\_\_\_\_ 9. Provide support to the King County Medical Examiner in the identification of the deceased.
- \_\_\_\_\_ 10. Provide direction and control for urban search and rescue activities.
- \_\_\_\_\_ 11. Provide crime scene, security and perimeter control at incident scenes and the EOC as appropriate.
- \_\_\_\_\_ 12. Document costs and activities.

**APPENDIX B**

**FIRE/LAW ENFORCEMENT WARNING/EVACUATION INSTRUCTIONS**

1. Drive slowly the length of all streets in the warning area. Use your siren to get people's attention.
2. Stop at appropriate intervals and use your public address system to announce the message provided by the Police Department, Fire Department, or the EOC.

Message - variable to the situation.

Immediate evacuation is recommended due to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you need transportation assistance, please come outside.

Be sure to lock your doors and windows when you leave.

3. Do not use force to ensure evacuation.
4. If you are notifying people of an evacuation recommendation and encounter a resident who refuses to evacuate, log the address and, as time permits, attempt to get the names of the people who are not evacuating and an out-of-area next of kin. *Depending on the urgency of the evacuation, do not delay subsequent notification to get this information.*
5. Direct residents to use the designated evacuation routes to the nearest reception center.
6. Continue to travel your designated area until residents have been notified to evacuate.
7. Upon completion of notifications in your assigned area, inform the EOC via the appropriate chain-of-command. Relocate to the staging area.